

MEETING MINUTES
MANASOTA KEY STREET & DRAINAGE MSTU ADVISORY COMMITTEE
February 12, 2014 – Regular Meeting
9:00 a.m. – Englewood Beach Villas

Attendees: Joan Dunham-Card, B.J. Galberaith and Andy Wing

County: Dawn Harrison, Tara Musselman and Sandy Wright

Guests: Sign in sheet attached

The meeting was called to order at 9:00a.m. A roll call was taken. A quorum was present.

The minutes from December 11, 2013 unanimously approved as written.

Public Input:

- Ms. Dexter from 1095 Shoreview Drive – She has owned this property for many years. Every time the road is raised, it puts the property lower and lower. The drainage is extremely poor. When they leave for the summer they have to sand bag to keep water out of their house. They have put in a small drainage pipe and installed a wall to try to help with the problem. It's been reported to the County but nothing has been done. She said she keeps getting passed from one department to the next. She believes the crown of the road is causing the problem. She provided pictures to Ms. Harrison to forward on.
- Mr. Jackson – The handouts that were provided from the last meeting were in short supply. There are property owners that didn't know anything about the Master Plan. There was discussion regarding mailing the handout to each property owner. It was explained that several meetings have been held over the past year; they were open to the public and advertised. The Plan was developed from the input the Committee received from property owners during those meetings. Ms. Dunham-Card made a motion to have 20-30 handouts available at future meetings for citizens; motion was seconded by Ms. Galberaith and passed unanimously. Ms. Dunham-Card will contact Ms. Harrison to get copies to distribute at the SMSKA meeting.
- Ms. Silva offered to take a copy of the documents and post them on the South Manasota Key Association website. This website is accessed by members only made up of approximately 600 people.

Public Input closed at 9:26a.m.

Unfinished Business:

- Master Plan – Ms. Musselman the project manager from the Engineering Department stated that the final documents are complete and have been available on the website for three weeks. She explained how to access the information. There was discussion regarding people not having access to a computer. The copies that will be provided at the meetings should alleviate part of that problem if citizens pick up a copy to take to a neighbor who might not have computer access. The RFP for design of the Master Plan went out yesterday; a pre-submittal conference is scheduled for February 27, 2014 with proposals due back at 5PM on March 12, 2014. A short list of the proposal will be created on March 24, 2014. After a designer is selected they will be asked to meet with the Committee. A reminder was given to the Committee not to discuss this project with any potential design firms.
- Crosswalk Update – The RFQ went to the Purchasing Department last Friday and is normally a two week process. Ms. Musselman stated she will forward all information as it becomes available. She stated that there were modifications made to the scope of the plan for two of the crosswalks because there was no sidewalk for them to connect to; only dirt. These two crosswalks will be done when the sidewalks are installed. The maps were reviewed to show the two locations; the Committee was in agreement with the changes.

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- Lighting – A letter went to Purchasing this morning and they replied that they will contact the Engineering Department regarding the status of this going out to bid.

New Business:

- There was discussion regarding a light that is down and its replacement. The Committee agreed that it's not feasible to replace the light because all the lights will be replaced with the plan. It was asked about replacing just the shade. Ms. Galberaith stated that there are no extra shades on hand; one would have to be ordered; new lights are on the way so there will be no replacement at this time.
- A citizen requested an application for the Committee.
- Landscaping – The problem with the landscapers not picking up their trash has been resolved. Ms. Harrison will follow up regarding the replacement of the Geiger Trees and report back. There was discussion regarding the replacement of the current contractor. Ms. Harrison explained that the Committee can choose not to renew the contract when it comes up for renewal; she will follow up on the expiration date of the current contract and report back to the Committee.
- There is a light that is out over the shell. Ms. Harrison said she had received this report and is waiting on the contractor. The road must be closed down and a bucket truck is required to replace the light bulbs. The Committee requested that two new light bulbs be installed while the contractor is on site.
- There will be no election of officers at this meeting.

Financial Reports – The financial reports were distributed for review and questions.

Member and Citizen Comments:

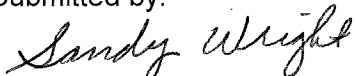
- Mr. Wing - Mr. Delbridge and Mr. Chappell received letters asking for their resignations because they do not meet the residency requirements to be Committee members. Mr. Delbridge stated that he will not resign because he is a resident of the Unit. He asked Ms. Harrison to do a site visit to his residence and asked for her resignation as the committee representative. Ms. Harrison stated she does not make the decisions or the rules; the ordinance clearly states that members must live within the County and the Unit. Ms. Galberaith apologized for the turmoil at the meeting stating it is not Ms. Harrison's fault.
- Ms. Ouellette – Now that the Master Plan has been completed will it go out bid? The design and implementation of the top three items received from citizens input will go out for bid. The other items that were identified were a 6ft sidewalk, bike lane, landscaping, street light replacement and on street parking.
- Mr. Kane – Will there be sidewalks on both sides of Gulf Blvd? For now the sidewalks will be on the west side only, however they will eventually be on both sides.
- Mr. Strychowski –
 1. Stated that the proposed canopy trees will not be a good idea for residents that have a view from their residence. The views will be blocked and that will hurt the price of the property. He suggested possibly putting a tree in between each light pole instead. Palm trees are self-pruning and would require little maintenance compared to canopy trees.
 2. He recommends an additional crosswalk at the Swepston Bridge.
 3. He suggested blinking lights showing speed reduction. Ms. Musselman stated that Weiler Engineering has recommended "Crosswalk Ahead" signs that blink. He mentioned that there are permanent signs that show the approaching traffic's speed. The Committee will have to decide.
- Mr. Jackson suggested that during discussions such as sidewalks at the round-a-bouts, it would be better to summarize for the benefit of the citizens so they would know what's going on.
- Swale around Shoreview is full of litter and needs to be cleaned.

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- The flapper valves need to be cleaned again, there are barnacles growing on them prohibiting them from closing all the way. Ms. Harrison stated the previous contractor is not interested in continuing the contract. A new contractor will have to be found.
- The Master Plan was created with safety being a major concern. The sidewalks are for the sake of safety and for the greater good of the Community as a whole.
- There was discussion regarding an ordinance that requires trash cans being out on trash pickup days only. Ms. Galberaith stated this was originally included in the Community Overlay Plan, however it was removed.
- Ms. Johanson – Thank you for the light replacement. After the Design goes out to bid, how long will it take for construction to begin? An estimated time frame would be approximately 1 ½ years before construction would begin. If it goes out as one bid, Ms. Musselman can request the contractor begin construction on the commercial section first but she can't make them. If the Committee insists on the commercial section being done first, they may want to put it out in two bids.
- There are a lot of things planted in the ROW's that shouldn't be there. The sidewalk will be a meandering sidewalk. Every attempt will be made to save as much vegetation and as many trees as possible.
- Ms. Kane –
 1. How are ROW's measured? It varies. The smallest is 30ft from the center of the road on Manasota Key.
 2. Will the crosswalks have a push button light? That will depend on the design and what the Committee decides.
- A citizen asked how many accidents have taken place on Gulf Blvd. The Sheriff's Department would have that information. The citizen is concerned that the installation of a sidewalk in front of his house may cause a drainage problem. The swales may or may not need to be redesigned. The engineers will take drainage into consideration during the design process.
- Mr. Jackson – It was stated during the meeting that the property owners shouldn't plant in the ROW so close to the road. The road was not as wide as it was when he purchased his property. Approximately 15 years ago property owners gave up 5 feet of their property so the road could be widened; at that time the plants and trees became closer to the edge of the road.
- A citizen asked that Gulf Blvd be looked at closely because there is concern that the whole drainage system will be ruined.
- A citizen asked for an introduction of the County staff. Ms. Harrison, Ms. Musselman and Ms. Wright introduced themselves and explained their job duties.
- Ms. Galberaith stated she will not be able to attend a meeting in March or April. The next meeting is scheduled for Wednesday, May 14, 2014.

The meeting was adjourned at 10:27 a.m.

Submitted by:



Sandy Wright
Public Works Department

MANASOTA KEY STREET & DRAINAGE MSTU ADVISORY COMMITTEE ATTENDANCE ROSTER

MEETING TIME: 9:00 A.M. – Englewood Beach Villas Conference Room

**INFORMATION SUPPLIED ON THIS FORM BECOMES
PUBLIC RECORD**

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Additional names on next page		

Sign in Sheet

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Laura JOHANSON